MINUTES
City of Cocoa
Regular Meeting of The City Council

February 26, 2020

A Regular City Council Meeting was held on Wednesday, February 26, 2020, in Cocoa City Hall, in City Council Chambers, located at 65 Stone Street, in Cocoa, Florida, 32922, as publicly noticed.

I. Opening Matters:

Mayor Williams called the meeting to order at 6:02 p.m.

Chief Lamm provided the invocation and Councilmember Boisvert led the assembly in the Pledge of Allegiance to the Flag of the United States of America.

The City Clerk took the roll.

PRESENT:	Jake Williams, Jr.	Mayor
	James Goins	Deputy Mayor
	Don Boisvert	Councilmember
	Lorraine Koss	Councilmember
	Brenda Warner	Councilmember
	Anthony Garganese	City Attorney
	John A. Titkanich, Jr.	City Manager
	Matt Fuhrer	Assistant City Manager
	Carie Shealy	City Clerk

OTHER STAFF MEMBERS PRESENT:

Tammy Gemmati, Administrative Services Director; Jack Walsh, Utilities Director; Nancy Bunt, Community Services Director; Michael Cantaloupe, Chief of Police; Jonathan Lamm, Fire Chief; Bryant Smith, Public Works Director; Rebecca Bowman, Finance Director; Gail Bantugan, Leisure Services Manager; Jason McCuen, Helpdesk Support Tech; Dodie Selig, Planning Manager; Samantha Senger, Assistant to the City Manager/ Public Relations Specialist; and Kenny Jones, Public Works.

II. Approval Of Agenda And Minutes:

1. **Agenda:** Regular Meeting of February 26, 2020 (20-78)

2. **Minutes:** Regular Meeting of December 11, 2020 (20-133)

The Agenda was amended to move Item VI.2 under Consent to Council Business Item VIII.6, and to move Consent Item VI.6 to City Business Item IX.5. Reports will also be moved to the end of the agenda.

* **MOTION by Councilmember Boisvert; Seconded by Deputy Mayor Goins, to approved the Agenda with amendments for the Regular meeting of February 26, 2020.**

AYES: Williams, Goins, Boisvert, Koss, Warner

THE MOTION CARRIED UNANIMOUSLY (5-0)

* **MOTION by Councilmember Koss; Seconded by Councilmember Boisvert, to approve the Minutes for the Regular meeting of December 11, 2020 as written.**

AYES: Williams, Goins, Boisvert, Koss, Warner

THE MOTION CARRIED UNANIMOUSLY (5-0)

III. Awards and Presentations:

1. Proclamation: "Black History Month". (20-73). (Mayor Williams)

Deputy Mayor Goins read the proclamation into the record.

2. Proclamation: "2020 Census". (20-74). (Mayor Williams)

Councilmember Koss read the proclamation into the record.

Ms. Senger thanked Council for the proclamation and explained the importance of the 2020 Census. She thanked the members of the Census committee and all of the other participants.

3. Historic Cocoa Village Main Street Presentation--Short Year in Review. (20-75). (Emma Kirkpatrick, HCVMS)

Ms. Kirkpatrick, President and Allan Chapman, the Executive Director of Historic Cocoa Village Mainstreet provided a presentation[1] which included the history of

[1] EXHIBIT A: Historic Cocoa Village Mainstreet Presentation

the organization and current statistics as well as upcoming projects/events hosted by them.

She pointed out that meetings are held on the second Tuesday of the month at 5:30 p.m. at the Porcher House.

4. Recognition of Mr. Robert Boyd, with Time Out Sports Bar and Grill in Cocoa Village. (20-76). (Mayor Williams)

Mr. Boyd was not in attendance.

5. Recognition of Mr. Rick Wynn for his participation in the Holiday Parade and presentation of "Santa" plaque from Brevard County Parks and Rec. (20-77). (Mayor Williams)

Mayor Williams announced that Mr. Wynn played Santa in the holiday parade and he wanted to recognize him for his efforts and for all that he does within the community. He presented him with a plaque from Brevard County Parks and Recreation and a certificate from the City.

Mr. Wynn mentioned that they love being back in Brevard so it was an honor to do this for the City. Everyone should be involved and work together.

IV. Delegations:

Johnnie Dennis, 3710 Catalina Drive, Cocoa, believes that bean bag rounds instead of deadly force should be used when people do not have a gun.

Aleck Greenwood, 640 Brevard Avenue, Cocoa, spoke about parking in the village. He spoke about the original CRA agreement and parking was never to be a burden of property owners. He spoke about the parking garage in Cape Canaveral and noted that Ivey Construction was in charge of that project. There are people who have key access and names for bond and grant money. He will provide more information at the next CRA meeting. He thanked the Fire Chief and City Clerk's office for providing the information that he requested.

Anita Gibson, 451 Stone Street, Cocoa, was advocating for a cold case unit in Cocoa. This is needed because the black citizens need to feel that they count and are being looked out for. She has been speaking to mothers of those who have been murdered and feel nothing is being done to help them. She does not want anyone else to get a phone call like she did. She will do research but wanted to know if there was budget or grant funds to help with this. She will continue until there is a cold case unit.

Deputy Mayor Goins mentioned that this was another opportunity to put her son's name out there and asked her to provide that information.

Mr. Robert Boyd with Time Out Plus arrived and Mayor Williams thanked him for all of his support with the Space Coast League of Cities dinner and his ongoing lunches that he provides to the Fire and Police Departments. The City appreciates all that he does. Chief Cantaloupe also thanked him and Chief Lamm echoed their sentiments. Mayor Williams feels that Mr. Boyd is a champion in the community.

VI. Consent Agenda:

1. Approve a Resolution Amending the FY2020 Budget, BAF#20-026-T, for the Purchase of a 2020 Ford F350 Cab & Chassis utilizing the Sourcewell (Formerly NJPA) Contract #2020-120716. (20-103). (Public Works Director)

2. Accept the Brevard County Lucas Chest Compression Grant Revenues and Approve a Resolution Amending the FY2020 Budget, BAF#20-041-A. (20-114). (Fire Chief)

3. Approval to apply for a Firehouse Subs Grant, to Purchase Hydraulic Vehicle Extrication Equipment. (20-116). (Fire Chief)

4. Approve a Resolution increasing the contingency for the Barbara Jenkins Street relining of various sized pipes from 10% to 15%, for a total project authorization of $122,749.85 and approve City Manager authority to approved related Change Orders. (20-127). (Public Works Director)

5. Approve Participation in a Cooperative Purchase Agreement with Insituform Technologies, LLC for Cured in Place Pipe (CIPP) Rehabilitation Services and Sanitary Sewer Mid-Term Cleaning & CCTV Inspections of Main Line Sewers Utilizing the City of Daytona Beach Contract No. 0118-2600 effective February 7, 2019 through September 18, 2020 (20-81). (Utilities Director)

6. Approve Task Order 2020-05 with Jacobs to provide services to the City's personnel on Repair and Maintenance (R&M) projects in the form of additional project management assistance, contractor monitoring and documentation of activities, data management, and quality control assistance for R&M Programs; To Approve a Resolution Amending to FY2020 Budget. (20-89). (Utilities Director)

7. Approve Task Order 2020-02 with Jacobs to Assist with Contractor Oversight, Quality Control, Public Relations, and Data Management for the Cross Connection Control Program, Project No. WS13BC; To Approve a Resolution Amending to FY2020 Budget, BAF#20-033-T. (20-90). (Utilities Director)

8. Approve Task Order 2020-11 with Carollo Engineers, Inc. to assist Sewer Field Operations (SFO) in Project and Assessment Information Management Assistance, Quality Control Process Development, Long-Term Strategic Planning, and SCADA Maintenance; To Approve a Resolution Amending the FY2020 Budget, BAF#20-037. (20-91). (Utilities Director)

* **MOTION by Councilmember Boisvert; Seconded by Councilmember Warner, to approve the Consent agenda.**

AYES: Williams, Goins, Boisvert, Koss, Warner

THE MOTION CARRIED UNANIMOUSLY (5-0)

VII. Public Hearings:

1. Ordinance No. 03-2020/ 2nd Reading: Approval of a ZONING MAP AMENDMENT consistent with Appendix A, Zoning, Article XXII, to change the Zoning Map designation of one (1) parcel totaling 246.45 acres from Brevard County GU (General Use) to City of Cocoa RU-1-7 (Single Family Residential). (20-61). (Community Services Director)

Attorney Garganese read Ordinance No. 03-2020 into the record, by title only as follows. He advised that this was the second and final reading of the ordinance.

ORDINANCE NO. 03-2020

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COCOA, BREVARD COUNTY, FLORIDA; CHANGING THE ZONING MAP DESIGNATION OF ONE (1) PARCEL OF REAL PROPERTY, TOTALING 246.45 ACRES, MORE OR LESS, AND GENERALLY LOCATED ON THE NORTH EAST CORNER OF HWY 528 AND INTERSTATE 95, IN COCOA, FLORIDA, MORE PARTICULARLY DEPICTED AND LEGALLY DESCRIBED ON EXHIBIT "A" ATTACHED HERETO, FROM BREVARD COUNTY GU (GENERAL USE) TO CITY OF COCOA RU-1-7 (SINGLE-FAMILY RESIDENTIAL); PROVIDING FOR THE REPEAL OF PRIOR INCONSISTENT ORDINANCES AND RESOLUTIONS, SEVERABILITY, AND AN EFFECTIVE DATE.

Ms. Selig mentioned there were no changes since the first reading.

Mayor Williams opened the hearing to the public.

Ed Silva, Canaveral Groves, advised that Commissioner Pritchard was given about five hundred signatures for Cocoa and the county asking them to find other ways for this train to come through Cocoa without going through Canaveral Groves. He

felt that what was being done would affect the livelihood and safety of Canaveral Groves.

There being no further response, the public portion of the hearing was closed.

Mr. Kendall Moore with Moore Law Group, 895 Barton Blvd, in Rockledge, reiterated that they are here tonight as a result of a Settlement Implementation agreement which required them within a certain number of days of signing to come before the City for a rezoning. He provided a detailed background of the process and project. He mentioned that they have taken many calls and concerns from residents and will continue to do so.

* **MOTION by Councilmember Boisvert; Seconded by Deputy Mayor Goins, to approve Ordinance No. 03-2020 on second and final reading.**

AYES: Williams, Goins, Boisvert, Koss, Warner

THE MOTION CARRIED UNANIMOUSLY (5-0)

2. Pass on Second Reading Ordinance 13-2019: Adopting amendments to the City of Cocoa Comprehensive Plan based on the City's Evaluation and Appraisal Report (EAR) of the Comprehensive Plan pursuant to Section 163.3191, Florida Statutes and authorizing transmittal to the Florida Department of Economic Opportunity. (20-84). (Community Services Director)

Attorney Garganese read Ordinance No. 13-2019 into the record, by title only as follows. He advised that this was the second and final reading of the ordinance.

ORDINANCE NO. 13-2019

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COCOA, BREVARD COUNTY, FLORIDA; ADOPTING AMENDMENTS TO THE CITY OF COCOA COMPREHENSIVE PLAN BASED ON THE CITY'S EVALUATION AND APPRAISAL OF THE COMPREHENSIVE PLAN PURSUANT TO SECTION 163.3191, FLORIDA STATUTES; PROVIDING FOR THE REPEAL OF PRIOR INCONSISTENT ORDINANCES AND RESOLUTIONS, INCORPORATION INTO THE COMPREHENSIVE PLAN; LEGAL STATUS OF THE COMPREHENSIVE PLAN AMENDMENTS; SEVERABILITY, AND AN EFFECTIVE DATE.

Ms. Selig explained that there were no changes made and the State also sent a letter with no changes or comments to the original submittal from September. They have 10 days to send back to the State after it is approved by the City.

Councilmember Koss asked about the Resiliency Plan. In response, Ms. Selig explained that the plan was included as part of the background. Additionally, City Manager Titkanich noted that data from the draft resiliency plan helped in the updating of the Comp Plan.

Mayor Williams opened the hearing to the public. There being no response, the public portion of the hearing was closed.

* **MOTION by Councilmember Warner; Seconded by Councilmember Koss, to approve Ordinance No. 13-2019 on second and final reading.**

AYES: Williams, Goins, Boisvert, Koss, Warner

THE MOTION CARRIED UNANIMOUSLY (5-0)

3. Conduct a Public Hearing to obtain citizen input and comments on housing and community development needs; approve recommendations on FY2020-2021 CDBG and HOME program funding; and provide notice to solicit public comment and notice of final public hearing scheduled for May 13, 2020. (20-97). (Community Services Director)

Ms. Bunt noted that for FY 2020-2021 the City anticipates receiving $177,490 in CDBG funds from the U.S. Department of Housing & Urban Development (HUD). The City also anticipates receiving $65,872.88 in HOME Investment Partnership Program (HOME) funds from HUD as part of the Brevard County HOME Consortium which is composed of the cities of Cocoa, Melbourne, Palm Bay, Titusville, and Brevard County.

She explained the guidelines for the use of both CDBG and HOME funds and noted that all activities carried out with CDBG and HOME funds must be consistent with the priorities and needs of the five (5) year Consolidated Plan. A one (1) year Action Plan must be completed and submitted to HUD through Brevard County, Consortium's lead entity, addressing those needs. Prior to submittal, a 30-day public comment period and a second public hearing must be conducted. The FY2020-2021 Action Plan must be submitted to Brevard County by June 19, 2020 for submission to HUD.

Staff advertised a notice of funding availability along with a Request for Proposals using the anticipated grant allocations. In addition to city staff generated requests, four (4) proposals were received. All proposals were reviewed at a publicly noticed meeting by a staff review committee. The committee consisted of: Charlene Neuterman, Deputy Community Services Director; Ibis Berardi, Housing Program Manager; Anthony Hagan, Grants Administrator; Christine Kuhn, Staff Accountant; and Rebecca Bowman, Finance Director. She explained how the proposals were

evaluated and based on thorough review, the committee's recommendations are as follows:

CDBG Public Services - Maximum 15% allowed $26,623			
Name of Agency	**Description of services to be provided**	**Amount Requested**	**Amount Recommended**
Community Services Council of Brevard - Senior Nutrition Program.	Provide 9,200 well-balanced nutritional meals to 92 frail and nutritionally at risk seniors.	$8,500	$8,500*
Central Brevard Sharing Center	Provide daily nutritional meals to 1,600 low/mod income persons.	$15,000	$13,123*
The Salvation Army North Central Brevard Corps	Provide daily nutritional meals and provide basic necessities to 75 residents of their domestic violence shelter.	$5,000	$5,000
Family Promise	Provide transportation to 140 homeless individuals.	$5,600	$0.00
CDBG Other/Public Improvements - $115,369			
Section 108 Loan Guarantee Program	Repayment of Section 108 Loan	$115,369	$115,369*
CDBG Administration - 20% - $35,498			
City Staff			$35,498*
Fair Housing			$1,000
Total CDBG Admin $36,498			
Total CDBG Allocation			***$177,490***
****Any increase or decrease in funding will be deducted from the award.***			

HOME Administration - 8% - $5,269*			
City Staff			$5,269*
HOME CHDO & Housing Set Aside - $60,603.88*			
CHDO Housing Activity	15% Mandatory CHDO set aside		$9,880*
Housing and CHDO	Housing Activities	$50,723.88	$50,723.88*
Total HOME Allocation			***$65,872.88***
****Any increase or decrease in funding will be deducted from the award.***			

As required by the City's Citizen Participation Plan, staff is requesting City Council hold a Public Hearing to obtain citizen input and comments on housing and community development needs and approve recommendations on FY2020-2021 CDBG and HOME Program funding. Upon City Council's approval, a 30-day public comment notice listing proposed projects along with the corresponding Action Plan will be advertised in the Florida Today newspaper. The notice will also inform the public of the date of the second and final Public Hearing, which will be held on May 13, 2020.

Councilmember Koss asked when the review was done and Ms. Bunt advised it was January. The proposal went out in November and it is typically a four to six week timeframe.

Mayor Williams opened the hearing to the public. There being no response, the public portion of the hearing was closed.

David Brubaker, President and CEO of Central Brevard Sharing Center, 701 Aurora Street in Cocoa, spoke about the Community Kitchen Program. He thanked all of those who have been out to visit. The program has been in existence for thirty-one years and is the only consistent feeding site. A hot lunch is served Monday through Saturday and bagged lunches are served on Sundays. One hundred percent of the funds will go to purchasing food. There were over 11,680 meals served between October and December and 1,301 were registered of which 72% or 936 of those are citizens of Cocoa. The investment speaks volumes in the community for those who struggle to make ends meet. They serve infants to elders and there is no racial divide when it comes to poverty. He thanked Cocoa for its support.

Mayor Williams thanked him and noted that the City was aware that there was an issue with the sidewalks on Aurora.

Cindy Mitchell, Director with the Salvation Army, advised that they were celebrating their 36th year as the first domestic violence center in Brevard County. The request is specifically for food to feed residents during their stay. Usually, when a person leaves a bad situation they arrive with nothing, so it is their job as a center to provide these victims with resources.

Paula Shroeder, Aging Matters in Brevard, thanked the City for partnering with them for many years. They feed the elderly who are homebound and they have congregant dining as well for those who are able to have social interaction. She mentioned that 20,000 meals were served in 2018/2019 and they were on track to do that again in this coming year. Social interaction is so important for the elderly and volunteers going door to door is a great thing. They are looking forward for Council to help serve meals during "March for Meals".

* **MOTION by Councilmember Boisvert; Seconded by Deputy Mayor Goins, to approve.**

AYES: Williams, Goins, Boisvert, Koss, Warner

THE MOTION CARRIED UNANIMOUSLY (5-0)

VIII. Council Business:

1. Consider the Appointment of Mr. Randal Hiester as the 2nd Alternate Member to the Board of Adjustment. (20-104). (Administrative Services Director)

* **MOTION by Councilmember Warner; Seconded by Councilmember Boisvert, to approve the appointment of Randal Hiester as the 2nd Alternate Member to the Board of Adjustment.**

AYES: Williams, Goins, Boisvert, Warner[2]

THE MOTION CARRIED UNANIMOUSLY (4-0)

2. Approve the Code Enforcement Lien for the property located at 315 Belmont Dr. be Reduced to $2,000.00, as recommended by the Code Enforcement Board. (20-62). (Chief of Police)

Chief Cantaloupe provided a detailed background of this code case and announced that there were no current code violations.

* **MOTION by Councilmember Boisvert; Seconded by Councilmember Warner, to approve the Code Enforcement Lien for the property located at 315 Belmont Dr. be Reduced to $2,000.00, as recommended by the Code Enforcement Board.**

AYES: Williams, Goins, Boisvert, Warner[3]

THE MOTION CARRIED UNANIMOUSLY (4-0)

3. Request to approve a date change for the street closure for the Annual Village Idiot Pub Fun Run from March 27, 2020 to April 3, 2020. (20-72). (Assistant to the City Manager/ Public Relations Specialist)

* **MOTION by Councilmember Warner; Seconded by Councilmember Boisvert, to approve a date change for the street closure for the Annual Village Idiot Pub Fun Run from March 27, 2020 to April 3, 2020.**

AYES: Williams, Goins, Boisvert, Koss, Warner[4]

THE MOTION CARRIED UNANIMOUSLY (5-0)

4. Consider the Cancellation of the Regular City Council Meeting on December 23, 2020 due to the holidays, and consider the change of November meeting dates

[2] Councilmember Koss exited the meeting at 7:10 p.m. and was not included in the vote
[3] Councilmember Koss exited the meeting at 7:10 p.m. and was not included in the vote
[4] Councilmember Koss returned to the meeting at 7:12 p.m.

due to the holidays and November 3, 2020 election. (20-79). (Administrative Services Director)

* **MOTION by Councilmember Warner; Seconded by Councilmember Koss, to approve the Cancellation of the Regular City Council Meeting on December 23, 2020 due to the holidays, and consider the change of November meeting dates due to the holidays and November 3, 2020 election.**

AYES: Williams, Goins, Boisvert, Koss, Warner

THE MOTION CARRIED UNANIMOUSLY (5-0)

5. Consider the Appointment of Mr. Todd Anderson as a Regular member of the Planning & Zoning Board and Ms. Aerial Glass as the 2nd Alternate member of the Planning & Zoning Board. (20-99). (Administrative Services Director)

Councilmember Koss mentioned that Ms. Glass lives and works in Cocoa and asked if they wanted to bring new members onto the board.

Councilmember Warner advised that it can be hard going onto that Board so starting as an alternate might be a good thing so that they can learn and gain experience as to what the board does.

* **MOTION by Councilmember Boisvert; Seconded by Deputy Mayor Goins, to approve the Appointment of Mr. Todd Anderson as a Regular member of the Planning & Zoning Board and Ms. Aerial Glass as the 2nd Alternate member of the Planning & Zoning Board.**

AYES: Williams, Goins, Boisvert, Koss, Warner

THE MOTION CARRIED UNANIMOUSLY (5-0)

6. Approve Budget Adjustment 20-038-A, Amending the FY2020 Budget for the Capital Project Fund Riverfront Park/Lee Wenner. (20-106). (Finance Director)

Ms. Bowman explained that this item was being brought forth in order to correct an error that was found. This changes the fund balance and therefore had to be brought to Council in order to correct the error.

* **MOTION by Councilmember Boisvert; Seconded by Councilmember Warner, to approve the Budget Adjustment 20-038-A, Amending the FY2020 Budget for the Capital Project Fund Riverfront Park/Lee Wenner.**

AYES: Williams, Goins, Boisvert, Koss, Warner

THE MOTION CARRIED UNANIMOUSLY (5-0)

IX. City Business:

1. Approve Task Order 2020-07, City of Cocoa America's Water Infrastructure Act (AWIA) Section 2013 Compliance Support, with Jacobs Engineering Group (Jacobs) to Provide Assistance to the City of Cocoa to meet the AWIA Requirements including Project Initiation, Risk and Resiliency Assessment, and Emergency Response Plan Update; To Approve a Resolution Amending the FY2020 Budget, BAF# 20-044-T. (20-100). (Utilities Director)

Mr. Walsh advised that this contract has taken a little more time than expected and CH2 has agreed to move forward. This is a tight time frame but he has been assured that things will be done. He explained the project in furtherance.

* **MOTION by Councilmember Koss; Seconded by Councilmember Warner, to Approve Task Order 2020-07, City of Cocoa America's Water Infrastructure Act (AWIA) Section 2013 Compliance Support, with Jacobs Engineering Group (Jacobs) to Provide Assistance to the City of Cocoa to meet the AWIA Requirements including Project Initiation, Risk and Resiliency Assessment, and Emergency Response Plan Update; To Approve a Resolution Amending the FY2020 Budget, BAF# 20-044-T.**

AYES: Williams, Goins, Boisvert, Koss, Warner

THE MOTION CARRIED UNANIMOUSLY (5-0)

2. Approve the removal of an oak tree in the right-of-way adjacent to 1203 Oxford ~~Drive~~ Way to be replaced with oak tree(s), equaling the diameter of the tree to be removed, to be planted at Bracco Pond. (20-85). (Community Services Director)

Ms. Bunt provided a history on the item and advised that the Planning & Zoning Board recommended approval. The tree would be placed at Bracco Pond.

* **MOTION by Councilmember Warner; Seconded by Deputy Mayor Goins, to Approve the removal of an oak tree in the right-of-way adjacent to 1203 Oxford Way to be replaced with oak tree(s), equaling the diameter of the tree to be removed, to be planted at Bracco Pond.**

AYES: Williams, Goins, Boisvert, Koss, Warner

THE MOTION CARRIED UNANIMOUSLY (5-0)

3. Approve a Resolution Amending the FY2020 Budget, reducing the reliance on Fund Balance and reducing the expense budget for project retainage, BAF # 20-029-A1 and A2. (20-96). (Finance Director)

Ms. Bowman explained the item was similar to the other item. This is restoring money into accounts and getting things aligned. This error was discovered through account analysis for FY 2020.

* **MOTION by Councilmember Boisvert; Seconded by Councilmember Warner, to Approve a Resolution Amending the FY2020 Budget, reducing the reliance on Fund Balance and reducing the expense budget for project retainage, BAF # 20-029-A1 and A2.**

AYES: Williams, Goins, Boisvert, Koss, Warner

THE MOTION CARRIED UNANIMOUSLY (5-0)

4. Approve Task Order 2020-06 with the Jacobs Engineering Group (Jacobs) to assist the Dyal Water Treatment Plant with Program Management Services, Instrumentation and Control System Support (SCADA), and Design Management and Construction Project Services for Operating Revenue and Capital Improvement Plan Projects; To Approve a Resolution Amending the FY2020 Budget, BAF#20-040-T. (20-98). (Utilities Director)

* **MOTION by Councilmember Koss; Seconded by Councilmember Boisvert, to Approve Task Order 2020-06 with the Jacobs Engineering Group (Jacobs) to assist the Dyal Water Treatment Plant with Program Management Services, Instrumentation and Control System Support (SCADA), and Design Management and Construction Project Services for Operating Revenue and Capital Improvement Plan Projects; To Approve a Resolution Amending the FY2020 Budget, BAF#20-040-T.**

AYES: Williams, Goins, Boisvert, Koss, Warner

THE MOTION CARRIED UNANIMOUSLY (5-0)

5. Approve Task Order 2020-01 with Jacobs Engineering Group (Jacobs) fka CH2M Hill Engineers, Inc. for Program Management Services for Operating Revenue (OR) Projects, Project No. WS1221; Task Order 2020-03 for Program Management Services for Bond Funded Projects, Project No. WS19BO; and Task Order 2020-04 for Plan Review Services to include Engineering Land Development Review, Project No. WS1221; To Approve a Resolution Amending the FY2020 Budget, BAF#20-043-T. (20-63). (Utilities Director)

Mr. Walsh noted that this item was due to the combining of project management services. He provided a brief history on the project. He noted that this would carry them through the rest of the year.

Councilmember Koss asked about getting more engineers on staff and how we were trending.

In response, Mr. Walsh pointed out that they were not seeing many candidates come through. Many are unqualified and with all of the open positions on the engineering side, it hinders the department from getting things done.

Councilmember Koss inquired if Human Resources was doing anything to attract more applicants. Ms. Gemmati explained that the issue was the Space Center. Competition is high. ~~They could look into a salary comparison, which would not compare to other municipalities but they could look at the private sector.~~[5] They could look into salary comparison. We know we have competitive salaries with other municipalities, but we have not looked into private sector salaries.

Mr. Walsh agreed that it was getting more competitive but it is in all sectors, not just ours.

City Manager added that they had adjusted salaries in order to be competitive but no sooner that we do this, the private sector does an adjustment. He assured Council that staff continues to monitor this.

Councilmember Warner stated that this is a problem in every position. City Manager Titkanich advised the main areas were IT, engineers, and police.

* **MOTION by Councilmember Koss; Seconded by Councilmember Warner, to Approve Task Order 2020-01 with Jacobs Engineering Group (Jacobs) fka CH2M Hill Engineers, Inc. for Program Management Services for Operating Revenue (OR) Projects, Project No. WS1221; Task Order 2020-03 for Program Management Services for Bond Funded Projects, Project No. WS19BO; and Task Order 2020-04 for Plan Review Services to include Engineering Land Development Review, Project No. WS1221; To Approve a Resolution Amending the FY2020 Budget, BAF#20-043-T.**

AYES: Williams, Goins, Boisvert, Koss, Warner

THE MOTION CARRIED UNANIMOUSLY (5-0)

[5] Minutes amended by Councilmember Koss at the Regular meeting of 3/25/2020

Multi-Year Contracts:

6. Approve a multi-year agreement with Policy Confluence, Inc. (DBA National Research Center, Inc.) to conduct a community survey; approve a Resolution approving the vendor as a single-source provider; approve a Resolution amending the FY2020 Budget (BAF#20-042-T) and authorize the City Manager to finalize and execute the Enterprise Services Agreement. (20-120). (City Manager)

City Manager Titkanich spoke in regards to this item and advised that the City was preparing the Strategic Plan. One thing they feel is important is resident opinions. He provided a sample of what the surveys would entail and that notices will also be mailed out as reminders. They are also electing to have this done in Spanish due to the amount in the Cocoa population. It will also break the information down into the four districts. Lastly, he stressed the importance to ensure the demographic cross tabs sot that all views and input are being done by all members of the community.

They are offering the City the 2019 price and a 10% discount.

He further explained that the survey would be revised to be specific to the community. He provided further examples and how they could compare with the current statistics. Staff was working with the City Attorney's office in regards to some of the wording of the contract. They are aiming for the end of April for the mailing of postcards and then surveys will be mailed and data collection will take place around June. They should receive final results by July 20th.

* **MOTION by Councilmember Boisvert; Seconded by Councilmember Koss, to Approve a multi-year agreement with Policy Confluence, Inc. (DBA National Research Center, Inc.) to conduct a community survey; approve a Resolution approving the vendor as a single-source provider; approve a Resolution amending the FY2020 Budget (BAF#20-042-T) and authorize the City Attorney and City Manager to revise and finalize and execute the Enterprise Services Agreement.**

AYES: Williams, Goins, Boisvert, Koss, Warner

THE MOTION CARRIED UNANIMOUSLY (5-0)

7. Approve the Second and Final Amendment to Purchase Agreement with Anderson Diving d/b/a Logan Diving and Salvage, Inc. effective March 5, 2020 through March 4, 2022, under RFQ-14-19-COC Subaqueous Pipeline Assessment. (20-80). (Utilities Director)

This is was requested to be pulled as they need to work on the agreement. It will be brought back at an appropriate time.

* **MOTION by Councilmember Warner; Seconded by Councilmember Boisvert, to pull this time from the agenda.**

AYES: Williams, Goins, Boisvert, Koss, Warner

THE MOTION CARRIED UNANIMOUSLY (5-0)

8. Approve a Task Order by S&ME to develop a Parks & Open Space Master Plan in the amount of $59,800 based upon a multi-year Professional Services Agreement between the City of Cocoa and S&ME, Inc. executed on March 13, 2019. (20-86). (Community Services Director)

Ms. Bunt pointed out that this was a Council priority and she provided a detailed explanation of what this entailed.

Deputy Mayor Goins clarified that this would include all of the City's parks. In response, City Manager Titkanich answered in the affirmative. Deputy Mayor Goins stated that his problem with spending this amount of money was that currently Brevard Parks and Rec does not help with the parks. He was worried we would still have substandard maintenance.

City Manager Titkanich advised that it was more than just maintenance. Facilities and services were not being maximized so this was laying a foundation for that and felt it was critical.

Deputy Mayor Goins reiterated frustrations with Brevard County Parks and Rec.

Councilmember Warner pointed out that this has been going on for a long time. She spoke of a review board that was formed about 20-22 years ago and they spent a lot of time reviewing parks. A lot of time was also expended on what purchases the City would have to make in order to take care of the parks, equipment, and employees. At that time it was about $3 million and that was twenty years ago. She felt that we needed this in order to move forward.

Assistant City Manager Fuhrer mentioned that this was a unique arrangement. The current maintenance agreement expired in 2011 and we are still operating under that agreement which stated that parks should be maintained in a good position. They got the County to install actual maintenance standards which is also unique and he explained what those entailed.

The County Commission has asked for an analysis on all of the parks in Brevard that they provide maintenance to. Nothing will be brought forward at this time but

a workshop will be done with Council in order to better understand why we got to where we are at. This is not just a problem in Cocoa but also other cities. It dates back to the 1960's and a detailed history will be prepared prior the workshop so that it can be reviewed. He feels that a workshop setting would be the most appropriate.

Mayor Williams agreed and would like to invite some of the kids to come and give their input as well.

* **MOTION by Deputy Mayor Goins; Seconded by Councilmember Koss, to Approve a Task Order by S&ME to develop a Parks & Open Space Master Plan in the amount of $59,800 based upon a multi-year Professional Services Agreement between the City of Cocoa and S&ME, Inc. executed on March 13, 2019.**

AYES: Williams, Goins, Boisvert, Koss, Warner

THE MOTION CARRIED UNANIMOUSLY (5-0)

9. Approve a Sole Source Resolution and Execute a Multi-Year Premier Power Services Contract between the City of Cocoa and Duke Energy Florida, LLC (Duke). (20-87). (Utilities Director)

Mr. Walsh presented the item and mentioned that staff has been working on this for some time. They are required to have backup power at the water plant. He explained prior problems with generator failure. With this agreement, Duke would lay out the capitol investment which would save the City and they would be required to provide backup power.

Councilmember Koss asked about the lifecycle of the generators. In response, it was stated they last twenty to thirty years.

Mr. Walsh explained the new technology of the generator as well and pointed out that there are pieces that can be replaced instead of the whole piece of equipment.

A representative from Duke advised that if something was to go wrong, Duke backs up the contract. He further assured Council that they will be on site once a month and do regular checks.

* **MOTION by Councilmember Warner; Seconded by Councilmember Boisvert, to Approve a Sole Source Resolution and Execute a Multi-Year Premier Power Services Contract between the City of Cocoa and Duke Energy Florida, LLC.**

AYES: Williams, Goins, Boisvert, Koss, Warner

THE MOTION CARRIED UNANIMOUSLY (5-0)

X. Informational Agenda:

1. FY 2020 Budget Adjustment Report. (20-109). (Finance Director)

2. Approved change orders to construction contracts that the City Council has authorized the City Manager, by resolution, to approve in excess of the City Manager's spending authority. (20-110). (Finance Director)

3. Data showing the relation between the estimated and actual income and expenses to date. (20-111). (Finance Director)

4. Fire Incident Summary Report for Service Calls responded to by Cocoa Fire Rescue in January, 2020. (20-115). (Fire Chief)

5. Cocoa Police Department District Event Statistics for the month of December, 2019. (20-122). (Chief of Police)

6. Cumulative purchase approvals over $35,000 and under $50,000 for period 10/01/2019 to 01/31/2020. (20-88). (Finance Director)

V. Reports:

Deputy Mayor Goins asked if volunteers were still scheduled to go to Fern and Prospect park to clean it up on February 29, 2020. Mr. Smith responded in the affirmative and advised that there have been a number of volunteer groups reach out to see if there were any areas that they could help out with.

Deputy Mayor Goins commended Public Works on getting the trees out of the park.

Mayor Williams hoped that lighting would be put up under the pavilion.

Ms. Bowman reported that the purchasing division would be changing their online bidding program from Demand Star to Vendor Link. This information has been disseminated and posted on social media and other platforms.

She also announced that she has spoken with the City's auditor and requested that the audit be done by the end of April instead of March. She mentioned that there were bonding issues but those agencies have been contacted and the City would still be in compliance.

Lastly, she advised that Finance had participated in the Citizens Academy.

Deputy Mayor Goins asked if there was a cost for Vendor Link in which Ms. Bowman stated there was not.

Chief Lamm spoke of the Fire Department's participation in the Citizens Academy and thanked Ms. Senger for including them.

Ms. Bunt announced that Marco Delano and Will Carbonell passed their tests so they are both hired on permanently.

She reminded Council that Habitat for Humanity was hosting a house dedication at 405 Blake Avenue to celebrate Shamika Adams getting her new home on March 5, 2020.

Deputy Mayor Goins thanked Ms. Senger and everyone at City Hall for the tour and he advised that the Emma Jewel students had a great time. He also thanked Ryan's for the pizza donation at the last minute.

He reminded all of the clean-up at Fern and Prospect Park on February 29, 2020.

He noted that April 30th was the Florida League of Cities read event for ages 3-8 and urged all of Council to pick a school for that date and participate.

Deputy Mayor Goins further requested a consensus from Council regarding "Ban the Box" and explained what this would entail. He was not sure what direction it would go but knew that staff would have to come back with information. A video was shown to all in the assembly.

City Manager Titkanich added that this past Friday he attended an ICMA event and there were many communities doing this. If they desire the City could move forward to implement the process.

Deputy Mayor Goins understands that there are consequences and if the background came back with items showing then the correct thing would have to be done but he feels it was the City's job to give citizens a chance.

Discussion was held on what the current application states and Ms. Gemmati explained. Councilmember Warner felt that we might be eliminating a lot of candidates.

Ms. Gemmati assured Council that applicants were not being eliminated and explained in furtherance how the process works.

Mayor Williams advised that the City of Tallahassee has been doing this for a number of years but he was aware of an incident in the City. Ms. Gemmati explained why certain processes are done.

Deputy Mayor Goins felt that if the City implemented this we could be an example for other businesses and they may follow suit. He wants to be able to help people.

Councilmember Warner thanked Ms. McLaughlin and Ms. Sondra Mitchell for a great Black History Month program at the Moore Center last night. She encouraged people to go by and view the photographs that were taken of the children representing the historical people they are presenting.

She announced that retired Deputy Sheriff Beau West had passed who was a long time City resident. He lived on Broadmoor Drive. He made mailboxes for all of the neighborhood. There will be a service on Saturday at the Masonic Temple on Carmalt Street. He worked the West side when he was with BCSO.

Councilmember Warner spoke about a conversation she had with City Attorney Garganese a few weeks ago regarding those coming and speaking under delegations who do not live in Cocoa. In the past a policy was developed and unless you were speaking about taxes you pay or a water bill you pay to the City, then you do not speak under delegations. Evidently there were changes to the policy due to changes that were made by State law. She would like for the policy to be looked into because she believes that we are not following policy.

She asked Council if it was okay for the City Attorney to provide a brief history at the next meeting. She feels that it is a disservice to citizens to have to sit and listen to them.

Mayor Williams was not sure who she was referring to other than the one with the National Action Network and we always allow those groups.

Councilmember Koss mentioned that Ben Brotemarkle with the Historical Society will be presenting to Council at the next council meeting.

She mentioned that the YMCA was having money issues and they will be speaking with the City when the budget season approaches. In this area there is the museum, the planetarium, and college. She believes that there are a lot of possibilities in this area and she feels that collaboration would help everyone realize its potential as an academic district.
She would like an opportunity to tour that area and to get ideas to see how or what needs to be done. She asked if this would be possible. City Manager Titkanich advised that it would be a posted notice and the general opinion is that you should have a schedule so that members of the public have the opportunity to attend as well.

Councilmember Koss would like to organize this and maybe speak with the Provost at the college, tour the neighborhoods, etc.

She further noted that Mr. Brotemarkle has agreed to do some consulting for the Leon and Jewel Collins Museum because there have been numerous calls from citizens in regards to this. He is going to start interviewing, beginning with Ms. Collins. She would like to tour the Wells Built Museum in Orlando as she believes this would be helpful and will help with getting the criteria for developing archives at the Leon and Jewel Collins Museum.

Lastly, she spoke of her attendance at the upcoming Metropolitan Planning Organization Advisory Council Institute on the Art of Science and Transportation Planning in Orlando on March 20, 2020. It will be a three-day conference.

Mayor Williams announced that the Cocoa High School girls basketball team won their regional championship and would be playing in Lakeland.

Additionally, the EFSC mens basketball team won seven consecutive conference championships and are in the playoffs. They won the game last night and would like for all to come out and watch games. He wished that the City could get behind these teams and support them.

He apologized that he could not attend the PAL event as he was already committed to an event at EFSC.

Mayor Williams asked Mr. Smith about the issues in Virginia Park regarding grass that needs to be cut. He was hoping that staff could take a look at it. In response, City Manager Titkanich advised that this was more of a Code issue than a Public Works issue. They cannot fully comply due to wetlands but there are some areas in which they can comply with.

In closing, Mayor Williams announced the passing of former City employee and City Clerk Joan Clark. He hoped that a policy could be created so that when someone who has served the community for some time can be recognized, regardless of where you work. He attended her funeral and she was a good friend to him.

City Manager Titkanich noted that flowers had been sent to Ms. Clark and clarified that Council would like an agenda item brought back in regards to Ban the Box. Council responded in the affirmative.

He also assured Council that they would follow up with a policy in regards to recognition of former employees.

XI. Adjournment:

* **MOTION by Councilmember Boisvert; Seconded by Deputy Mayor Goins, to adjourn the Regular meeting of February 26, 2020.**

AYES: Williams, Goins, Boisvert, Koss, Warner

THE MOTION CARRIED UNANIMOUSLY (5-0)

The meeting adjourned at 8:41 p.m.

Jake Williams, Jr., Mayor

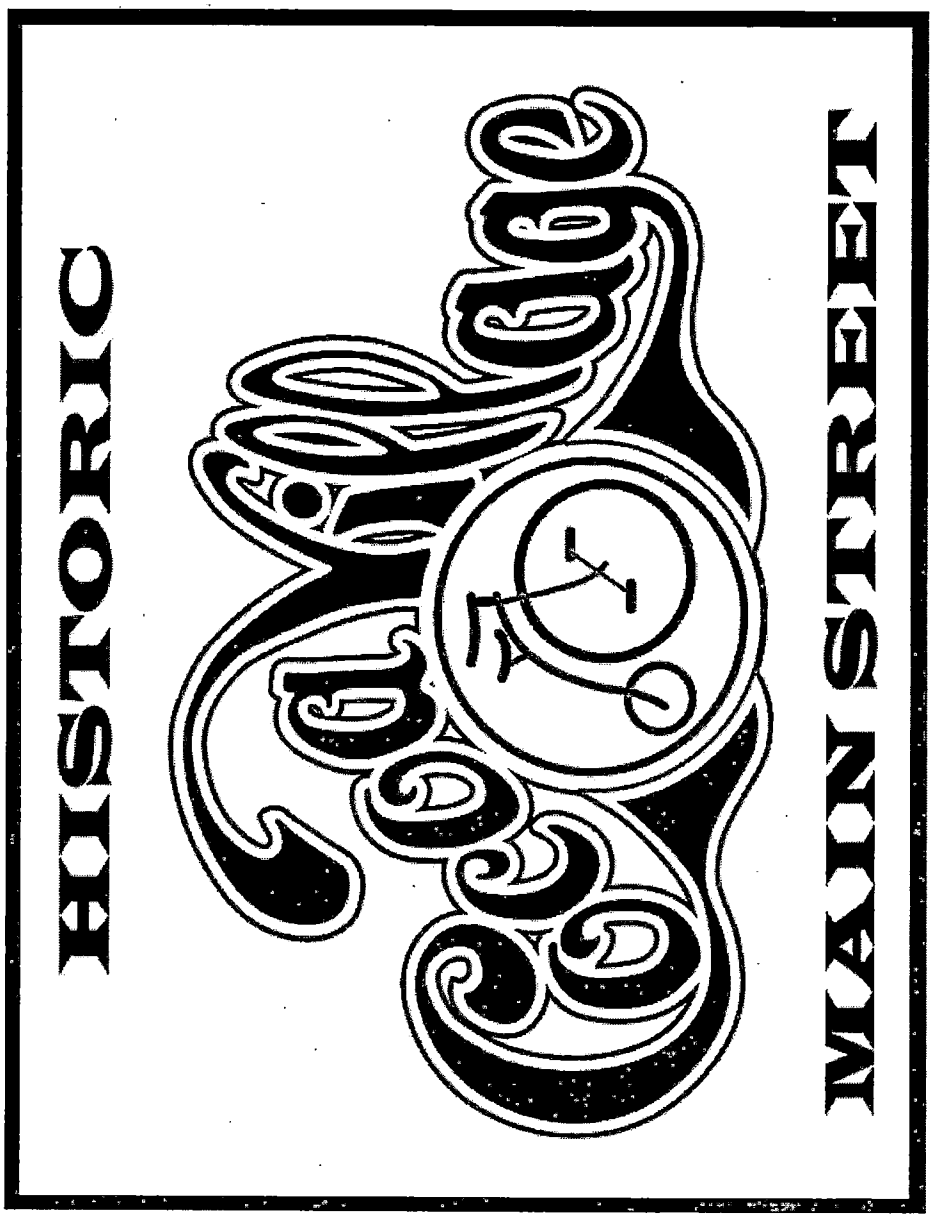
ATTEST:

Carie Stealy, MMC, City Clerk

SEAL

EXHIBIT A: HISTORIC COCOA VILLAGE
MAINSTREET PRESENTATION

Let's Grow. Together.



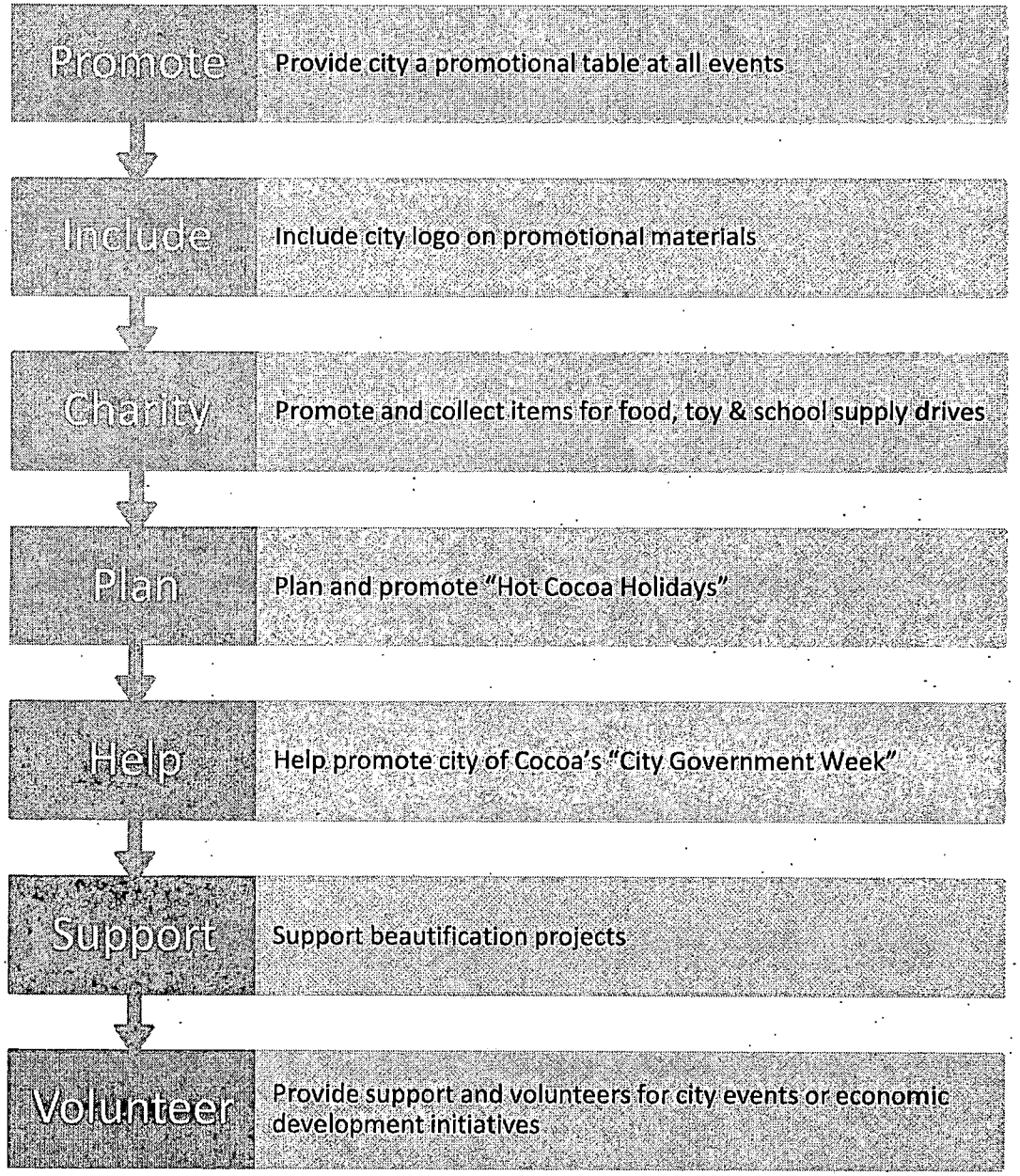


8/27/19

Historic Cocoa Village Association and Cocoa Main Street

officially become ONE organization henceforth known as Historic Cocoa Village Main Street!

How Main Street partners with the City



Pillars of Main Street

MAIN STREET AMERICA®

Organization

Economic Vitality

Design

Promotion

Mission: The mission of Historic Cocoa Village Main Street is to continue to create a vital, inviting commercial district in the Village. We are dedicated to historic preservation, promoting the shops, restaurants and businesses in the Village and offering a vibrant civic gathering place for all to enjoy.

Organization

Vision: We envision Historic Cocoa Village to be a unique and thriving regional destination offering a diverse mix of business, cultural, entertainment and leisure/sports activities to residents and visitors of all ages.

